

## **HOW TO AVOID A HEART ATTACK: 11 WAYS TO REDUCE STRESS**

- 1. Slow down!** Allow yourself idling time before and after. Don't hurry while eating! Regard eating as an event to take pleasure in, not as a race to a goal.
- 2. Schedule something relaxing every day.** Take small holidays during the day somewhere you can walk, run, sit, meditate, or daydream.
- 3. Try to do one thing at a time.** If you are driving, just drive. Don't take notes, talk on the phone, or dictate a report while driving. Simply drive. If you are sitting and relaxing, simply relax. Don't watch your fax machine, pick up the phone, or listen to your voice mail.
- 4. Always being busy and in a hurry is a sign of success in our society — fight this image!**  
You can't be successful and dead at the same time. What good is winning the race if you die at the finish line? Work deliberately, effectively, and at a comfortable pace.
- 5. Before you approach a task, ask yourself, Is it worth doing?** Why is it worth doing? Seven years from now, will it matter whether I've done it or not? Must it be done in a hurry?
- 6. Money spent can be earned again. Time spent is forever lost.** Buy time with your money. Take time off on a regular basis.
- 7. Interrupt long periods of work with periods of relaxation.** Stretch, daydream, take a nap or a walk.
- 8. Find your unique way of relaxing.** Jogging and exercise are not for everybody. Maybe you prefer working in the garden or hanging upside down. Do what is relaxing for you and do it on a daily basis.
- 9. Try driving in the slow lane of the highways.** The idea is to reduce your urge to go as fast as possible all of the time.
- 10. In conversation, try to listen.** Try not to be in a hurry to get your point across. Try to learn through listening.
- 11. Try to smile and laugh at yourself at least once a day.**